



**DEPARTMENT OF  
PLANNING & BUILDING  
BUILDING DIVISION**  
276 Fourth Avenue Chula Vista CA 91910  
619-691-5272 619-409-5428 FAX

# BUSINESS LICENSE APPLICATION

Finance Validation

## FORM 4570

PLEASE PRINT. COMPLETE ALL → APPLICABLE AREAS.

RETURN COMPLETED APPLICATION TO THE ABOVE ADDRESS WITH A CHECK MADE PAYABLE TO: CITY OF CHULA VISTA

BUSINESS LIC. NO.	EXPIRATION DATE	LOCATION	I	O	H	Initials
→ <b>Type of Application:</b> <input type="checkbox"/> New Application <input type="checkbox"/> Change of Owner <input type="checkbox"/> Change of Address <input type="checkbox"/> Change of Business Name <input type="checkbox"/> Home Occupation						
→ Business Name:					No. of Employees:	
Business Address: (Not a P.O. Box)					No. of Apt. Units:	
City	State	Zip Code	Business Phone: ( )			
→ Mailing Address: (If different)			→ <b>Business Start Date:</b>			
City	State	Zip Code	Rate Type (for office use only)			
→ <b>Type of Ownership:</b> <input type="checkbox"/> Corporation <input type="checkbox"/> Ltd. Liability Corp. <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Trust <input type="checkbox"/> Non-Profit						
→ <b>ENTER BELOW THE NAMES OF OWNERS, PARTNERS, OR CORPORATE OFFICERS: Attach additional page if necessary</b>						
Owner Name:		Driver's License No.		State Issued		
Title:			Social Security No.			
Home Address:			Phone: ( )			
City:	State	Zip Code:	Cell Phone: ( )			
→ Business Fax No: ( )			E-mail Address:			
→ <b>DESCRIBE YOUR BUSINESS:</b>						
→ <b>NOTICE TO ALL GENERAL OR SUB-CONTRACTORS:</b> I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the California Business and Professions Code, I currently have a California State Contractor's License in full force and effect.						
State Contractor Lic. No.		License Class		Exp. Date		
<b>Contractor Signature:</b>			<b>Date:</b>			
State Lic. No.	License Type		Exp. Date			
Resale No.	Federal Tax I.D. No.		State Tax I.D. No.			
→ <b>EMERGENCY CONTACT: (This contact phone number must be different from the business phone listed above)</b>						
Name:			Phone: ( )			
→ <b>ALARM COMPANY: (if applicable)</b>			Business Name:		Phone: ( )	
I declare under penalty of perjury that the above application is true and correct to the best of my knowledge. I certify that I will operate my business in accordance with all applicable Federal, State and City laws and regulations. I further understand that any false statements made above are grounds for denial or revocation of this business license.						
→ Signature of Owner/Representative:			Title:		Date:	
<b>FOR OFFICE USE ONLY</b>						
<b>CLASSIFICATION</b>			<b>No. of Units/Emp</b>	<b>Unit/Emp. Rate</b>	<b>Base Tax</b>	<b>Total</b>
<b>Old Business License #</b>				<b>Classification Total</b>		
<b>Deleted</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Proration / Penalty</b>		
<b>Tracker # (If applicable)</b>				<b>Subtotal</b>		
<b>DEPARTMENT APPROVALS</b>				<b>Zoning / Home Occupation Fee</b>		
<b>Department Signature</b>		<b>Date</b>	<b>Comments</b>		<b>Total</b>	
<b>Planning</b>						
<b>LUC</b> APN No. Fire Com Dev Police Other				<b>FOR FINANCE USE</b>		
				B/L	0141	
				Zoning/Home Occupation Fee	2000	
				PENALTY	0142	
				B & H	0251	
				DID	9112	
				Fire	0241	
Other						
<b>TOTAL AMOUNT DUE</b>						

## BUSINESS TAX SCHEDULE

### Business with Fixed Location (Businesses Located in the City of Chula Vista)

New Business (0-5 employees) year Includes Manufactures or Professionals	\$25.00 first license	License obtained prior to October 1 of previous calendar year	\$52.50 + \$6.50 per employee
New Business (more than 5 employees) \$52.50 Exclude special class codes (See below)	+ \$6.50 per employee	Renewals: License obtained last quarter of previous calendar year (0-5 employees) Includes Manufacturers or Professionals	\$25.00

### Business with No Fixed Location (Businesses Located Outside of the City of Chula Vista)

Wholesaler / Retail Routes / Out of City / Other      \$52.50 + \$6.50 per employee

### New Business License (Located in the City of Chula Vista) for 4th Quarter (10/01 – 12/31) & Following Year

New Business – in city (0-5 employees)	\$25.00	New Business – in city (more than 5 employees)	\$52.50 + \$6.50 per employee
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### SPECIAL BUSINESS CLASSIFICATIONS AND FEES

<b>AMBULANCE ATTENDANTS/DRIVERS</b> \$5.00 per year, per attendant (not vehicle)	<b>HOTEL / MOTEL / APARTMENTS</b> Building / Housing Fees  (if 3 or more units under one roof) 3-6 units                      \$78.00 7-10 units                     \$106.00 11-15 units                    \$127.00 16 units or more             \$127.00 + \$2.90 per unit over 15 units	<b>PROFESSIONAL</b> <b>In City:</b> \$25.00 per person, (first year only) Renewal - \$105.00 <b>Out of City:</b> \$105.00 per person  Includes the following: Accountant, Anesthesiologist, Appraiser, Architect, Assayer, Attorney, Auditor, Bacteriologist, Chemist, Chiropractor, Consultant, Dentist, Doctor, Engineer, Entomologist, Esthetician, Holistic Health Practitioner, Hypnotherapist, Optician, Optometrist, Pharmacist, Physical Therapist, Physician, Psychiatrist, Psychologist, Real Estate Broker, Social Worker, Stock Broker, Surgeon, Surveyor, Veterinarian
<b>AMPLIFIERS &amp; OTHER DEVICES FOR ANNOUNCING OR ADVERTISING</b> \$10.00 per day, per vehicle	Finance Tax	<b>PROMOTIONAL EVENT **</b> Non-profit or charitable organization, for not more than 3 consecutive days \$5.00 per event
<b>AMUSEMENT ARCADES</b> \$150.00 per year + \$30.00 per year per machine in each location	Downtown Improvement District \$20.00 + \$2.00 per unit over 3 units	<b>REAL ESTATE BROKER</b> \$25.00 per person, first year license fee \$105.00 renewal rate
<b>AMUSEMENT, VIDEO MACHINES, WEIGHING</b> \$30.00 per year, per machine (No fee for postage machines)	<b>JEWELRY SOLD AT PUBLIC AUCTION *</b> \$100.00 per sale, per location	<b>REAL ESTATE SALESPERSON</b> \$25.00 per person, per year
<b>AUTOMOBILE FOR HIRE / NON-EMERGENCY</b> For the sick, handicapped, invalid \$100.00 per year, per vehicle	<b>JUNK &amp; SECONDHAND DEALERS *</b> \$200.00 per year, per location	<b>SPECIAL EVENT **</b> Circus, show, concert, carnival, etc. \$250.00 per day
<b>BILLBOARDS &amp; BILL POSTING (Advertising)</b> \$75.00 per year, per billboard	<b>LIVE ENTERTAINMENT*</b>  Police Department Fee \$150.00 Business License Fee \$50.00 Yearly Renewal thereafter \$200.00	<b>TAXICABS **</b> \$150.00 per year + \$25.00 per year, per vehicle
<b>BINGO LICENSE **</b> \$50.00 per year	<b>MANUFACTURER</b> 5 or less employees             \$25.00 More than 5 employees         \$52.50 + \$3.25 per employee	<b>TRAILER COURTS</b> State Fee
<b>CARD ROOM (each table separate) **</b> Fees varies – to be paid on a quarterly basis	<b>MASSAGE PARLOR, ART STUDIO, BATHHOUSE *</b> \$250.00 per year	2-19 lots                      \$40.00 20-49 lots                     \$75.00 50-99 lots                     \$175.00 100-249 lots                  \$400.00 250-499 lots                  \$800.00 Over 500 lots                  \$1,600.00 State Health & Safety Fee \$25.00 per year + \$6.00 per space Business License Tax \$1.80 per space, \$60.00 minimum fee
<b>CHANGE OF CLASSIFICATION / LOCATION</b> \$12.00 per change	<b>OUT-OF-CITY DELIVERY VEHICLES</b> \$25.00 per year, per vehicle	<b>VENDING VEHICLE, FOOD OR NON-FOOD</b> \$200.00 per year, per vehicle
<b>CLOSING OUT SALE **</b> \$30.00 per location \$15.00 for extension of 30 days, not to exceed 45 days	<b>PAWNBROKER *</b> \$200.00 per year (not prorated)	<b>VENDING MACHINE</b> \$15.00 per year, per machine
<b>DANCE / DANCE HALLS *</b>  \$200.00 per year, per location + any other applicable tax	<b>PEDDLER **</b> Not owning taxable property in City \$75.00 per person, per year Owning taxable property in City \$25.00 per person, per year (Not prorated)	<b>** Police Dept Approval required <u>before</u> licensing</b> <b>*Police Dept Approval required <u>after</u> licensing</b>
<b>DANCES FOR YOUTH *</b> * Requires Adult-sponsoring group permits  \$15.00 for one-year permit \$5.00 for one day permit	<b>POOL &amp; BILLIARD HALL</b> \$150.00 per year	
<b>DOWNTOWN IMPROVEMENT ASSESSEMENT</b> Professionals                      \$100.00 Other                                 50.00 + 6.00 per employee ((\$100.00 maximum))	<b>POOL TABLES</b> \$30.00 per table, per year	
<b>DUPLICATE LICENSE/DBA NAME CHANGE</b> \$5.00 per copy		
<b>HANDBILL OR SAMPLE DISTRIBUTION</b> \$25.00 per quarter or \$5.00 per day, per business		

**The following information has been compiled and provided to all new Business License Applicants. Any errors or omissions in this list will not excuse business owners of their responsibility or liability in establishing a business in the City of Chula Vista.**

#### For a new business packet, contact:

Chamber of Commerce 233 Fourth Avenue Chula Vista, CA 619-420-6602

<b>To acquire a Sellers Permit (Retail Sales Tax Number):</b>	<b>If you plan to have one or more employee, you must obtain an Employee Identification Number:</b>
State Board of Equalization 1350 Front Street Room 5047 San Diego, CA 619-525-4526	INTERNAL REVENUE SERVICE 880 Front Street San Diego, CA 800-829-3676
<b>If you use any name other than your legal given name or initials you must file at the: FICTITIOUS NAME BUREAU</b>	
344 F Street #200 Chula Vista CA 619-498-2200	OR 1600 Pacific Hwy, #260 San Diego, CA 619-237-0502
State Contractor's Bureau	5280 Carroll Cyn Rd #250 San Diego 619-455-0237